

# JOB OPPORTUNITY

Franchise Tax Board is an equal employment opportunity employer to all regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, or sexual orientation.

☒ Permanent Full-time      ☐ Permanent Intermittent      ☐ Limited-term (Temporary) Length \_\_\_\_      ☐ Formal Training and Development Assignment

Position Title: Forensic Auditor

Classification: Associate Tax Auditor\* - see Special Instructions

Location: West Covina

Section/Unit: Investigations Bureau

Salary Range: \$3,841-5,897

Number of Vacancies: 1-4

## Job Description: (includes typical duties)

Under the supervision of the Investigations Services Section Manager, you are responsible for providing forensic accounting services to the FTB peace officer investigators. The investigations that you will be assigned to assist with will be large, complex, and sensitive. You will be required to determine taxable income and tax liabilities for a wide variety of entities including multi-state corporations, S-corporations, C-corporations, partnerships, trusts, estates, limited liability companies, and resident and nonresident personal income taxpayers.

## Required Knowledge, Skills, Abilities:

- Excellent written and verbal communication skills
- Ability to gather information from multiple sources, understand and interpret complex tax law, contracts, and documents and make appropriate recommendations
- Ability to apply audit and investigation techniques to determine the appropriate tax liability
- Good organization and time management skills
- Ability to work with short timeframes and meet deadlines
- Ability to exercise good judgment and demonstrate good work habits
- Ability to work both independently and as a member of the team
- Ability to be flexible in response to changing workloads and priorities
- Willingness to travel and work irregular hours and overtime

Mail or hand deliver your application by: February 6<sup>th</sup>, 2009

Telephone Number: 916-845-2541

Address/Room Number: Franchise Tax Board, Exams  
PO Box 550  
Sacramento, CA, 95812-0550

Attn: Rick Biagi

Special Instruction:

\* Classifications of Tax Auditor, Program Specialist I and Program Specialist II will be considered.

Please submit a completed employment application form 678.

To be considered for this Job Opportunity, applicants must have permanent civil service status, be reachable on an employment list, or have reinstatement eligibility. **Applications will be screened and only the most qualified applicants will be interviewed.**

**All applicants not currently employed with the Franchise Tax Board will be subject to a pre-employment background investigation.** The investigation will consist of completion of a pre-employment questionnaire, fingerprinting, and an inquiry to the Department of Justice to disclose criminal records. **Hired positions will be contingent upon passing an extensive background check.**

**"California State Tax Compliance:** As required by the department's rules of conduct, all employees of the Franchise Tax Board (FTB) must be in compliance with the California Revenue and Taxation Code. During the background investigation portion of the hiring process, FTB will review return information to verify California state income tax compliance. Any failure to comply with the California Revenue and Taxation Code may prevent you from being hired at FTB. If you think you may have any potential tax compliance issues, please call 1-800-852-5711 to resolve them prior to seeking employment with FTB."

TDD is Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD device. The California Relay Service telephone numbers are: (from TDD Phone) (800) 735-2929; (from Voice Phone) (800) 735-2922.